

<h1 style="text-align: center;">横須賀基地空席広報</h1> <h2 style="text-align: center;">VACANCY ANNOUNCEMENT</h2> <p style="text-align: center;">***** Open Until Filled *****</p>		広報番号： Announcement No.	NE-97-06(OUF)
		募集締切日： Closing Date	1st Cut Off: 1 Nov 06 1 st and 15 th of each month until filled after the 1 st cut off
		発行日： Date of Issue	10 Oct 06
1.職種名 Job title (等級 Grade <u>3</u>/語学等級 LAD <u>2</u>) <div style="text-align: center; font-size: 1.2em;">Food Outlet Manager (Shift Supervisor), #112 [食堂支配人（交代勤務監督）]</div> <div> <input checked="" type="checkbox"/> 事務系 (Administrative) <input type="checkbox"/> 技能系 (Blue Collar Trade) </div>		募集人数 No. of Recruitment <div style="font-size: 1.5em; text-align: center;">1 名</div>	4.募集範囲 Area of Consideration <input checked="" type="checkbox"/> 現 MLC/IHA 従業員（部隊内） Current MLC/IHA Employee within Activity <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(通勤圏内) Current MLC/IHA Employee in commuting distance <input type="checkbox"/> 現 MLC/IHA 従業員(全在日米軍) Current MLC/IHA Employee Japan Wide <input checked="" type="checkbox"/> 外部 Off Base Applicant
2.部隊 Activity Navy Exchange, Yokosuka Food Services Department, Main Street USA Food Court Cinnabon/SBC 勤務場所 Working Place 横須賀市泊町 Tomari-cho, Yokosuka		5.雇用の種類 Type of Employment <div style="display: flex; justify-content: space-between;"> <input checked="" type="checkbox"/> IHA <input type="checkbox"/> HPT </div> <div style="display: flex; justify-content: space-between;"> <input checked="" type="checkbox"/> 常用 Permanent 時給 円 </div> <div> <input type="checkbox"/> 限定 Limited Term (__ カ月 Months) </div>	
3.勤務時間 Work Schedule (週 40 時間制 hrww) 勤務日 Work Days 5 days/week 勤務時間 Work Hours 8 hours/day (during 0900 – 2230) 休憩 Recess Period 45 minutes/day <input type="checkbox"/> 夜勤 Night Shift <input checked="" type="checkbox"/> 残業 Overtime <input type="checkbox"/> 出張 Business Travel			
6.職務内容 Duties: Directing and coordinating the activities of a counter(s), snack bar(s) and/or cafeteria(s) including such functions as food and supply control, accountability, storage, employee utilization, training and the preparation and execution of budgets. Performs other related or incidental duties as assigned.			
7.資格要件／身体条件 Qualification / Physical Requirements a. One year of general work experience OR completion of 2-years junior college/2-years of technical school or 4-years degree in any field. b. Knowledge of customer service concepts and practices. c. Knowledge of food outlet operation. d. Skill in operating personal computer such as Lotus Office and Microsoft Office. e. Ability to supervise subordinate employees. f. Ability to speak, read and write English at average proficiency level (LAD-2). *A handicapped applicant may be accepted, depending on the degree and kind of disability.			
英語力 English Language Proficiency : <input type="checkbox"/> 必要なし None <input type="checkbox"/> 初級 Basic <input checked="" type="checkbox"/> 中級 Intermediate <input type="checkbox"/> 上級 Advanced <input type="checkbox"/> 特段の能力 Exceptional			
学歴 Educational Background : N/A		免許証／修了証 License/Certificate Required : N/A	

9. 応募書類提出先 Office to Submit

内部（現 MLC/IHA 従業員）と外部（非従業員）では、提出先が違います。上記必要提出物をお間違いの無い様、郵送/提出して下さい。募集締切日必着。

Office to submit is different for Current MLC/IHA Employees versus Off Base Applicants. Please ensure to submit required application documents to the right office. Applications must be received by the closing date of the Vacancy Announcement:

1. 内部（現 MLC/IHA 従業員）提出先 Current MLC/IHA Employees must submit to:

〒238-0001 神奈川県横須賀市泊町1番地, Box 22 〒238-0001 1 banchi Tomari-cho, Yokosuka, Box 22
米海軍横須賀基地日本人雇用課 (N132) COMNAVFJORJAPAN, Human Resources Office (HRO) Yokosuka
内線/Extension 243-8152 JN Employment Division (N132)
*部隊担当者名 Office/POC: NEX Personnel Office, 軍電 (DSN) 243-5149.

2. 外部（非従業員）提出先 Off Base Applicants must submit to:

〒238-0011 神奈川県横須賀市米が浜通 1-6 村瀬ビル 4 階 〒238-0011 Murase-Bldg. 4F, 1-6 Yonegahama-dori, Yokosuka
(独) 駐留軍等労働者労務管理機構横須賀支部 (LMO/IAA) Yokosuka Branch of LMO/IAA
管理第一係 Management Section
電話番号 Phone 046-828-6959
受付時間: 月曜- 金曜、0830-1730 (日本の祭日を除く) Operating Hours: Mon-Fri, 0830-1730 (Closed on Japanese Holidays)
*雇用条件等のご質問はこちらにお問い合わせ下さい。Please contact LMO/IAA for questions on conditions of employment.

事務処理欄 For Official Use

PD No.: NEX-CINN-003

PD is accurate and current. Certified by Activity: at

HRO: ma 10/5 ah 10/6

応募要項を満たしていない場合、選考の対象になりません。Incomplete applications will not be processed.

提出された応募書類はお返ししません。Submitted applications will not be returned.